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## HOOFKANTOOR/HEAD OFFICE

Navrae/Enquiries/Imibuzo

Verw. No./Ref. Nr./Inom. yesal.

Mr. V Arendse

11 June 2019

Attention: Executive Mayor, Alderman C Vosloo

Honourable Mayor,

### **Ref: 2019/20 Service Delivery Budget Implementation Plan (SDBIP)**

The Municipal Finance Management Act No. 56 of 2003 (MFMA) and National Treasury MFMA Circular No. 13 requires that municipalities must prepare a service delivery budget implementation plan (SDBIP) indicating how the budget and the strategic objectives of Council will be implemented. The SDBIP is prepared in terms of Section 53(1)(c)(ii) of the Municipal Finance Management (MFMA), National Treasury MFMA Circular No. 13 and the Budgeting and Reporting Regulation.

Circular 13, as well as the municipal budget and reporting regulations prescribe the submission of a Top Level SDBIP, which is focused on outcomes, to the Mayor with the draft budget

The Top Layer of the SDBIP must be submitted for approval to the Mayor within 14 days after the approval of the budget, the mayor thereafter has 14 days to approve the SDBIP (section 53(1) (c) (ii) of MFMA).

As Accounting Officer I herewith (as attached to this document) provide the following to you:

- SDBIP submission report
- 2019/20 Top Layer SDBIP
- For ease of reference the draft performance agreements of all S57 managers are also included

Yours in Service Delivery,

**G. Matthyse**  
**Municipal Manager**

Acknowledgement of Receipt

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**Alderman: C Vosloo**  
**Executive Mayor**

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